



Development and Environmental Services
Kilncraigs, Greenside Street, Alloa, FK10 1EB
Telephone: 01259 450000

**THIS PAPER RELATES TO
ITEM 5(i)
ON THE AGENDA**

Memo

**To: The Clerk to the Licensing Board
Greenfield
Alloa
FK10 2AD**

**From: Paul Fair
Licensing Standards Officer**

Extension: 2091

Email: pfair@clacks.gov.uk

Our Ref: PF/LSO/OL/REP

Your Ref: 19/00100/OCCLIC

Date: 6 March, 2019

**Subject: Licensing (Scotland) Act, 2005, Section 57 (3)
Occasional Licence Application – Greg McMullan
18th Birthday Party – 29 March 2019
Cochrane Hall, Cochrane Park, Alva.**

Section 57(1)(b) of The Licensing (Scotland) Act, 2005 (the Act) requires that the Licensing Board notifies the Licensing Standards Officer for the area in relation to any application for an occasional licence. This section further provides that the Licensing Standards Officers is provided with a copy of the application.

Having considered the content of the application and made the necessary enquiry I have the following comments to make:

1. The application relates to a joint 18th and 70th Birthday Party, with DJ playing during the course of the night.
2. The event is to be licensed between 7.00pm on Friday 29 March, and 1.00am on Saturday 30 March, 2019.
3. There will be persons under the age of 18 years permitted on the premises during the event. They will consist of a mix of friends and relatives of celebrants.
4. Persons under the age of 18 will only be permitted access to the venue if they are accompanied by an adult.
5. Entry to the event will be permitted to invited guests only.
6. The premises are suitable for an event of this nature.
7. The applicant is a personal licence holder with sufficient experience in providing external bar facilities at a variety of events.
8. I am unaware of any matters of concern relating to any of the previous events hosted by the applicant under an occasional licence granted by Clackmannanshire Licensing Board.
9. The applicant will only use personal licence holders or other staff trained to the standards required by the Licensing (Training of Staff)(Scotland) Regulations 2007 to sell alcohol at the event.

10. There will be a personal licence holder present and authorising the sale of alcohol at the event.
11. The application indicates that SIA stewards **will** be provided at the event. Although there are very few concerns about the likely standard of behaviour of invited guests, it may be that uninvited guests may attempt to attend this event. The wide circulation of the existence of such events on social media platforms such as Facebook and Twitter means that on occasion uninvited guests can descend on a particular venue and attempt to gain entry.
12. In the past the Board have required SIA stewarding at a number of 18/21st Birthday parties, and Live Music events.
13. This event also seeks to allow the attendance of persons under the age of 18. The presence of properly licensed stewards will contribute to ensuring the requirements of the protecting children and Young persons from harm licensing objective is met
14. The matter of stewards has been recognised in the application by the applicant and explained to the event organiser. The applicant is obviously fully aware of the stewarding requirements imposed by the Board at a number of previous events he has provided bar services for.
15. The applicant is aware of the requirements for a rigid age verification policy to be in place for this event. I will also discuss this with the event organiser, prior to the event, to ensure that any persons who appear to be under 25 years of age and wishing to purchase alcohol, attend the event in possession of suitable forms of identification.
16. The applicant has indicated that age verification wristbands will be utilised to ensure that only persons over the age of 18 can obtain alcohol at the bar or within the hall.
17. In promoting the licensing objectives I would suggest that the following matters are those which would be best controlled by conditions on the licence. The applicant has acknowledged the likelihood of these conditions being imposed on the licence.
 - Sufficient SIA Licensed Stewards (suggest 2 would be sufficient as only required for door control)
 - Personal Licence Holder on premises for duration of event
 - Only trained staff permitted to make sales of alcohol
 - All musical performance of live or recorded music must end at least 15 minutes prior to the terminal hour.
 - Written age verification policy to be retained on site, staff and stewards properly briefed in respect of this policy
 - Only alcohol sold at the event can be consumed at the event



Licensing Standards Officer.

18th Birthday Party : 29 March, 2019, Cochrane Hall

Appendix A - Suggested Local Conditions

- All alcohol must be sold and supplied to the customer in, or decanted into, plastic or polycarbonate Bottles and drinking vessels.
- Only alcohol sold at the event by the licence Holder can be consumed at the event.
- A sufficient number of SIA Licensed Stewards must be on duty to control entry to the premises, to monitor any area immediately outside the premises used by persons attending the event who have temporarily left to smoke, and to monitor and supervise the behaviour of persons within the venue.
- At least one Personal Licence Holder must be on the premises for the duration of event, and be responsible for authorising all sales of alcohol
- Only staff trained in accordance with the Licensing (Training of Staff) (Scotland) Regulations, 2007 are permitted to make sales of alcohol, and all staff authorised to serve and sell alcohol will have with them a training certificate in the prescribed form.
- Any music or other entertainment must cease at no later than 15 minutes prior to the end of licensed hours.
- No glass or other forms of waste likely to produce excessive noise will be disposed of in the external bins at the premises after 9pm and before 10am the following morning.
- All persons over the age of 18 years of age and who have satisfied the terms of the "Challenge 25" age verification process mentioned by the applicant in his application will be fitted securely with a tamper proof wrist band. Alcohol will not be sold to any persons not wearing such a wrist band.

22/02/2019

Your Ref: 29/3/2019 – Gregory
McMullan

Our Ref: 395279

Clerk to the Licensing Board
Clackmannanshire Council
Kilncraigs
Alloa
FK10 1EB



Iain Livingstone QPM
Chief Constable

Forth Valley Division Headquarters
West Bridge Street
Falkirk
FK1 5AP

Dear Sir/Madam,

**LICENSING (SCOTLAND) ACT 2005
OCCASIONAL LICENCE APPLICATION
PREMISES: COCHRANE HALL. WEST STIRLING STREET, ALVA, FK12 5LJ
APPLICANT: GREGORY MCMULLAN**

I refer to the above application and in terms of Section 58(1)(b)(ii) of the Licensing (Scotland) Act 2005, I make the following representation in relation to the application.

The application is to provide alcohol at a joint 18th and 70th birthday party on 29/03 2019. Given that 18th birthday parties are high risk events in terms of disorder Police Scotland recommend that the application be granted subject to following conditions which are in keeping with the Clackmannanshire Council Statement of Licensing Policy:

1. All alcohol must be sold and supplied to the customer in, or decanted into, plastic or polycarbonate Bottles and drinking vessels.
2. Only alcohol sold at the event by the licence Holder can be consumed at the event.
3. A sufficient number of SIA Licensed Stewards must be on duty to control entry to the premises, to monitor any area immediately outside the premises used by persons attending the event who have temporarily left to smoke, and to monitor and supervise the behaviour of persons within the venue.

4. At least one Personal Licence Holder must be on the premises for the duration of event, and be responsible for authorising all sales of alcohol.
5. Only staff trained in accordance with the Licensing (Training of Staff) (Scotland) Regulations, 2007 are permitted to make sales of alcohol, and all staff authorised to serve and sell alcohol will have with them a training certificate in the prescribed form.
6. All persons who have satisfied the terms of the "Challenge 25" age verification process will be fitted securely with a tamper proof wrist band. Alcohol will not be sold to any persons not wearing such a wrist band.

It is appreciated that the applicant has stated on the application form that two stewards will be provided, that a band policy will be in place and that all drinks will be decanted in to plastic drinking vessels. Police would ask that these are implemented as conditions to ensure these measures are adhered to and that the additional conditions are considered in order to ensure the licensing objectives are adhered to during this event.

This representation is submitted for your attention in consideration of this application.

Yours faithfully

Iain Livingstone QPM
Chief Constable

For enquiries please contact the Licensing Department on 01324 678850.

PS - Representation

DATE OF EVENT	29/3/19
LICENCE NO	19/00100/0CCW/C
TO POLICE & WEB	11/2/19

Licensing Board

LSO REPORT REQ 27/2

Application for an Occasional Licence

To:

**Clerk to the Licensing Board
 Clackmannanshire Council
 Kilncraigs
 Alloa
 FK10 1EB**

PAID - 8 FEB 2019
 V. Ferguson

Before Completing this Form Please Carefully Read the Guidance Notes issued along with the Application. If completing by Hand Please Write Legibly in **BLOCK CAPITALS**. In all Cases Ensure that your Answers are Inside the Boxes and Written or Typed in **BLACK INK**. Use additional sheets if necessary.

You May Wish to Keep a Copy of the Completed Form for Your Records.

FRIDAY 29th MARCH, 2019 – COCHRANE HALL – JOINT 18th and 70th BIRTHDAY PARTY	
I am a :- (please tick one only)	
Premises Licence Holder	<input type="checkbox"/>
Personal Licence Holder	<input checked="" type="checkbox"/>
Representative of a Voluntary Organisation	<input type="checkbox"/>
Representative of a Members Club	<input type="checkbox"/>
Name and Address of Premises	THE ROYAL OAK HOTEL, 7 BEDFORD PLACE, ALLOA, CLACKS, FK10 3DE CC203 – CLACKS COUNCIL
Licence number and Issuing Licensing Board (if applicable)	N/A
Personal licence number (if applicable) Issuing Licensing Board	CC81 – CLACKS COUNCIL

PAID - 8 FEB 2019
 PS
 EIO



Licensing Board

Name of voluntary organisation or Members Club (if applicable)		N/A	
Name of Personal Licence Holder and Licence No. of person responsible for authorising sales of alcohol at event (see guidance notes)		GREG MCMULLAN – CC81	
2. Personal Details			
Full Name	Surname	First Name	
	MCMULLAN	GREG	
Address where ordinarily resident to be used for correspondence purposes.	THE ROYAL OAK HOTEL 7 BEDFORD PLACE ALLOA FK10 1LJ		
Telephone Number			
Email Address	<u>THEROYALOAK.ALLOA@GMAIL.COM</u>		
Age, Date & Place of Birth	Years	Date of Birth	Place of Birth
3. The Premises (See note and answer fully)			
Description of Premises: COCHRANE HALL – THE COCHRANE HALL IS A STAND ALONE COMMUNITY BUILDING WITH AMPLE CAR PARKING SURROUNDING AND ADJACENT TO THE VICINITY. THE LICENCE IS TO COVER THE MAIN HALL, ENTRANCE HALL, AND TOILET AREAS ONLY			
Full Postal Address of Premises which this Application Refers to: COCHRANE HALL COCHRANE PARK WEST STIRLING STREET ALVA CLACKS FK12 5LJ			
Description of Activities to be Carried on in the Premises (see note and answer fully) JOINT 18TH AND 70TH BIRTHDAY PARTY. THIS WILL BE A BIRTHDAY CELEBRATION WITH LIVE MUSIC PROVIDED BY A DJ, AND CELEBRATING AND DANCING THROUGHOUT THE EVENING. THERE WILL BE 2 DOOR STEWARDS IN PLACE. FOR MORE DETAILS, CONTACT JEANNE GALLAGHER			
Approximately how many persons will attend event ?		100 PEOPLE	



Licensing Board

Will Stewards to be provided ?	Yes
Is food to be provided at the event	Yes
If Yes - please provide details	
YES – THE FAMILY WILL BE PROVIDING THEIR OWN BUFFET FOR FAMILY AND GUESTS	
4. Duration of Licence	
Start Time and Date	End Time and Date
19.00PM – FRIDAY 29 TH MARCH 2019	01.00AM – SATURDAY 30 TH MARCH 2019
5. Alcohol Consumption	
Is Alcohol to be sold for consumption on the premises?	Yes
Is Alcohol to be sold for consumption off the premises?	No
Provide details as to hours required when alcohol will be sold on the premises.	
Times for sale of alcohol for consumption - On premises	Times for sale of alcohol for consumption - Off premises
19.00PM – 01.00AM	N/A
Statement of the times at which any activities other than the sale of alcohol will be carried on in the premises	
<p>GUESTS SHALL ARRIVE FROM 19.00PM, WHEN THE DJ, MUSIC AND CELEBRATING SHALL COMMENCE. THERE WILL BE A BUFFET BEING SERVED AT ROUGHLY 9PM, AND AFTERWARDS THE DANCING AND CELEBRATING WILL COMMENCE ONCE MORE. THERE WILL BE 2X DOOR STEWARD PRESENT. THERE WILL ALSO BE A WRISTBAND GIVEN TO ANYONE WITH THE CORRECT IDENTIFICATION, ANYONE WITHOUT WILL NOT GET ONE, MAKING IT EASIER FOR THE STAFF ON DUTY TO POLICE THE PARTY.</p> <p>ALL DRINKS WILL BE DECANTED IN TO PLASTIC VESTIBULES, AND NO GLASS WILL BE ALLOWED.</p> <p>LAST ORDERS WILL BE CALLED AT 00.30AM WITH THE BAR CLOSING AT 00.40AM. THE HALL WILL BE CLEARED FOR 01.00AM</p>	



Licensing Board

6. Children (This section must be completed where alcohol is for sale for consumption on the premises)	
Are children or young persons permitted entry?	Yes/No
If Yes - the remainder of this section must be completed	
Will Children (0-15yrs) and Young Persons (16 & 17 yrs) require to be accompanied by a parent or person over the age of 18 yrs?	YES
Ages of Children of Young Persons Permitted Entry	Times at which Children or Young Persons Permitted Entry
3 -17 YEARS (12 MAXIMUM)	19.00PM – 01.00AM
Parts of Premises to which Children or Young Persons Permitted Entry	
ALL LICENCED AREAS ONLY	
7. Signature and Declaration by Applicant	
DECLARATION	
IT IS AN OFFENCE TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION	
(Criminal Law (Consolidation) (Scotland) Act 1995 Section 44(2)(b))	
The contents of this Application are true to the best of my knowledge and belief	
Signature	Dated 6 TH FEBRUARY 2019

*** Data Protection Act 1998**

The Information on this Form May be Held on an Electronic Public Register Which May be Available to Members of the Public on Request

Checklist	
I have made or enclosed payment of the fee for the application	X